



## CITY OF REDMOND JOB ANNOUNCEMENT

16600 N.E. 80 Street, P.O. Box 97010, Redmond, WA 98073-9710  
Telephone: 425-556-2300, FAX: 425-556-2363, TDD: 425-556-2909

**POSITION:** COUNSELOR-IN-TRAINING  
**DEPARTMENT:** PARKS AND RECREATION  
**DATE OPEN:** Monday, March 24, 2003  
**DATE CLOSED:** Friday, June 6, 2003 by 5:00 p.m.  
**PAY RANGE:** Volunteer Position

### POSITION

**DESCRIPTION:** The Counselor-in-Training program was developed for 3 main reasons: 1) To provide young adults a rewarding summer that allows them to share their talents and creativity with City staff and day campers. 2) To provide practical training to aid in the development of job skills and the acquirement of future paid positions. Trainings include: a successful application, interviewing skills, team building, leadership, program development, policies and procedures, and program implementation. 3) Trained volunteers can provide support to the day camp staff, and enhance the program and the experience for all involved.

**DUTIES:** Under the supervision of the Recreation Coordinator II:  
Works with the Day Camp Staff, to prep and implement a developmentally appropriate, theme based program for children ages 3-5, 6-8, and 6-12. Works closely with campers on a daily basis, implementing activities, maintaining a safe and productive environment and other duties as needed.

**QUALIFICATIONS:** Dedication to improve or obtain skills in: working with children, program development and implementation, working in a team setting and development of a positive work ethic. Desire to: work in a team setting, work with children, follow the lead of Day Camp staff, and follow policies and guidelines of the Department and City.

### EDUCATION AND EXPERIENCE:

School age, 13-17yrs

### WORKING CONDITIONS:

Work is performed at Farrel-McWhirter Park and/or the Old Redmond Schoolhouse Community Center. Work indoors and out with children of various ages.

### TO APPLY:

Submit completed City of Redmond application packet obtained by calling the Recreation office at (425) 556-2300 or by accessing our website at Position closes when filled or at 5:00 p.m. on June 6, 2003. EOE.

*The City of Redmond provides reasonable accommodation to its employees and the public with disabilities, including disabled veterans.*